



Clarington Public Library

Regular Board Meeting Minutes May 24, 2017

Minutes of a regular meeting of the Library Board held on May 24, 2017 at 5:00 p.m. in Room 1A of the Municipal Administration Centre.

Judy Hagerman chaired the Meeting and Megan Elliott acted as Recording Secretary.

1. **Attendance**

Present:

Brenda Carrigan	Kerri Davis	Judy Hagerman
Councillor Ron Hooper	Councillor Joe Neal	Gail Rickard
Jacob Vander Schee		

Regrets:

Terri Gray	Sarah White
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Staff Present:

Linda Kent, Chief Executive Officer
Megan Elliott, Manager of Business Administration
Kiley Percy, Manager of Public Service (Acting)
Melissa Redden, Manager of Public Service (Acting)
Nancy Sandercock, Manager of Human Resources

2. **Approval of Agenda**

Motion #LB060-17

Moved by Jacob Vander Schee, seconded by Gail Rickard

THAT the Clarington Public Library Board approve the agenda of the May 24, 2017 Board Meeting, as amended.

Carried

The amendment to the agenda is the addition of correspondence under Item 7.

3. **Disclosure of Conflict of Interest**

There were no conflict of interests stated for this meeting.

4. **Approval of Previous Minutes**

Motion #LB061-17

Moved by Brenda Carrigan, seconded by Kerri Davis

THAT the Clarington Public Library Board approve the minutes of the April 26, 2017 Regular Board Meeting; and

THAT the Clarington Public Library Board approve the closed session minutes of the April 26, 2017 Regular Board Meeting.

Carried

5. Administrative Report No. A18-17: April 30, 2017 Financial Report**Motion #LB062-17**

Moved by Gail Rickard, seconded by Brenda Carrigan

THAT the Clarington Public Library Board receive and approve Administrative Report No. A18-17: April 30, 2017 Financial Report.

Carried

6. Administrative Report No. A19-17: Board Policies Review for Staff Recognition and Unscheduled Closures/Reduction in Library Service**Motion #LB063-17**

Moved by Councillor Neal, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board receive and approve Staff Recognition Policy as presented.

Carried

Motion #LB064-17

Moved by Brenda Carrigan, seconded by Jacob Vander Schee

THAT the Clarington Public Library Board receive and approve Unscheduled Closures/Reduction in Library Service Policy as presented.

Carried

7. Correspondence –

11-May 24/17 Letter from Municipal Deputy Clerk June Gallagher to Janice Jones. Letter announcing her appointment to the Clarington Public Library Board for a term ending December 31, 2018.

Motion #LB065-17

Moved by Councillor Neal, seconded by Gail Rickard

THAT the Clarington Public Library Board receive correspondence Item I-1 as listed.

Carried

CEO Linda Kent shared with the Board recently received correspondence from the Municipality's Clerks Department, dated May 24, 2017. The letter announced the appointment of Janice Jones to the Clarington Public Library Board (to replace outgoing Board Member Kerri Davis).

8. Report from the Chief Executive Officer**Motion #LB066-17**

Moved by Councillor Hooper, seconded by Councillor Neal

THAT the Clarington Public Library Board receive the May 2017 CEO Report from the Chief Executive Officer as information.

Carried

9. New Business - None**10. Updates:**

- **Southern Ontario Library Service (SOLS)** – Brenda Carrigan (verbal)
The quarterly SOLS meeting will be held on June 16th and 17th in Toronto.

11. **Board Member Acknowledgement at Final Board Meeting**

Vice-Chair Judy Hagerman presented outgoing Board member Kerri Davis with flowers and thanked Kerri for her 3 years of service on the Clarington Public Library Board.

12. **Adjournment**

Motion #LB067-17

Moved by Jacob Vander Schee, seconded by Councillor Neal

THAT the Clarington Public Library Board be adjourned.

Carried

The meeting adjourned at 5:20 p.m.